Click on the link provided which should open a direct link to input your user name and password. The link is https://portal.kings-taunton.co.uk/parentportal. Alternatively go to the school website (www.kings-taunton.co.uk) and click on the parent tab on the home page.

When entering the user name and password provided it is important to ensure any symbols in the password are typed correctly. DO NOT COPY AND PASTE as it pulls in extra spaces. If you receive an error on log in please check you have correctly entered the user name. The password can be checked by using word or word pad.   The user name and password are case sensitive. Most error messages are a result of incorrect input at this stage.

If you are experiencing problems with the link log out of the internet completely after a failed attempt to log in as your browser will try to remember previous attempts at logging in. It is advised to clear your internet history if you continue to get errors.

If you have more than one child you may select which child's record you wish to view in the top left drop down menu.

The first time you use the parent portal you will need set your parent privacy settings on the "my details" section. Please un-tick mark all as private box if you wish to share your details with other parents and the parents association. No one outside of the parent group will have access to this information if you choose "public" but if you do not choose to share your details, other parents cannot find you.

You will then be given the option to select "private" or "public" for each of the following sections:
Address details
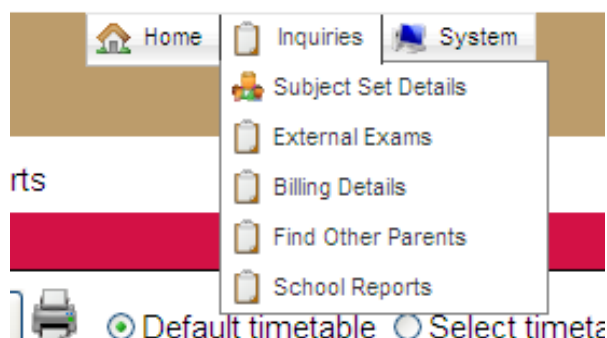Telephone details
Email details

Click update when you have made your selection.

The change password box is also available in this section to allow you to **create a more memorable password for future use**. Our network security update will require this to now be at least 10 characters long and contain at least one number **and** one capital letter.

You can notify the school of address changes from my details/notify changes tab button.

ONCE ALL THE ABOVE HAVE BEEN SET THE PORTAL DOES BECOME VERY EASY TO USE!

At the top of the home page click on the inquiry tab to view:

School reports will now be available in inquiries/school reports. The end of Summer term report will be listed as a 'pdf' document. An email will be sent to let you know as soon as the end- of- term reports are available.   We will no longer send out a hard copy of the school report.

The find other parents tab allows the user to search for other parents who have set their account to 'public'.

If you have any queries or cannot access your account please email kbaines@kings-taunton.co.uk or phone 01823 328217.

Miss F Buchanan